[x] Aaron Wicks [x] Jarle Crocker [x] Monique Alcantara [x] Ann Sirois

[x] Barbara Mooney [x] Krista Heineman [x] Roger McCann [x] Katy Kujawski

[ ] Beverly Buchanan [x] Laura White [x] Kris Schoenow [x] Jenae Bjelland

[x] Dan Leppo [x] Lauren Suwansupa [ ] Steven Geller [x] Pamela Harrison

[x] Frances Yator [x] Maribeth Scheber-Rhemrev [x] Sukie Montes [x] Lise Stuart

[ ] Georjean Trinkle [ ] Marvin Cox [x] Tiffany Keimig [ ] Eric Behna

[x] Trudy Logan [ ] Veronica Zhang [x] Megan Meadows [x] Dakota Hayes

[x] Muska Kamran [ ] Joseph Vaughn [x] Matt Fitzgerald [x] Josiah Masingale

# Action Items:

* NASCSP and OCS will review Modules 1 and 3.
* OCS will submit updated clearance package to OMB in May 2019.
* NASCSP is creating a Conference Planning Committee with the DATA TF.
* DATA TF in-person meeting will be July 31-August 1 at NASCSP office in Washington, D.C.

# Summary:

* Welcome to our new DATA TF members!
	+ Ann Sirois from Massachusetts
		- Director of Planning and Quality Improvement; Community Teamwork.
			* In her role for 6 years.
		- Served 17 years in nonprofits.
		- CAA and Housing Agency.
		- Experienced working with data and finds it interesting. Ann wishes to contribute to the work done here with the data on the TaskForce.
	+ Megan Meadows from Ohio
		- From the State Office and has been there for 3 years.
		- Previously worked with a CAA.
			* State Office is responsible for CSBG, as well as the State Energy Programs.
		- Data is very important to Megan and she wants to be able to contribute to the story that the data tells.

## OMB Clearance Update

* OCS stated that they the current clearance for the Annual Report expires January 31, 2020.
* Updated clearance is needed in order to submit FY 2019 data in OLDC on March 31, 2020.
	+ OCS will submit updated clearance package to OMB in May 2019.
		- New clearance will cover FFY2019-2020- This will be the FIRST PHASE.
		- These will include technical updates only; typos, language, etc.
		- Call with DATA TF in early May to help with messaging on the Clearance Process.
* Phase 2 Clearance- data collection for FY2021
	+ Begins late 2019-early 2020.
	+ Also include non-technical changes.
	+ Revisions to Modules 2-4 will be included.
	+ All states will move to the federal reporting period.

## Reporting Updates

* States have successfully uploaded data and OCS is working with states on technical issues.
* OCS has learned a lot that will help the process going forward to improve guidelines in the future.
* OCS and NASCSP will review Modules 1 and 3 on May 1st
	+ Then will follow up with Modules 2 and 4.
* Because this is a T&TA year for module 3, OCS and NASCSP are planning to review submissions and work with states over the course of the year in anticipation of FY19 submissions.

## Conference Session

* The DATA TF session at the conference will be a one-hour session which will be led by the DATA TF.
	+ Fantastic opportunity to put have a more visible presence to our members and Network.
	+ Looking to create a Conference Planning Committee with the DATA TF.
		- Who is interested?
			* If you cannot attend, we will still value your help in planning and development.
			* NASCSP Staff and OCS can help develop a letter for members to use at their office to more efficiently and effectively request approval for attending.
			* Laura White; Texas- interested
			* Kris Schoenow; Michigan- interested
			* Jarle Crocker; CAP- interested
				+ Also able to facilitate a DATA TF opportunity at CAP’s Conference in Chicago.
			* Josiah Masingale; Colorado, is interested in assisting with both conferences even if unable to attend either conference.
	+ NASCSP’s time-table for sessions and descriptions in in Early May as the Go-Live for the website will be May 5th.

## In-Person Meeting Updates

* DATA TF in-person meeting
	+ July 31st and August 1.
	+ 8:00am on July 31 to 2pm August 1st.
	+ Washington, D.C.- NASCSP office.
	+ Details and draft agenda are coming along and will be sent out shortly.
* Meeting Goal for In-Person meeting:
	+ Make progress on sub-committee deliverables.
	+ Review updates and provide final recommendations for Instruction Manuals for Modules 2-4.
	+ Develop DATA TF Conference Session details for NASCSP Annual Conference.
	+ Develop T/TA recommendations for FY19 Module 3 Submission to align with OCS’ direction for community initiatives.
	+ Determine DATA TF timelines and priorities for the end of this term.